

**Loan Recipient's Certification and Summary**  
**of**

**Minority and Women's Business Enterprises**

Participation on State Revolving Fund (SRF) Loan-Funded Projects

SRF Loan Recipient: \_\_\_\_\_ SRF Loan No. \_\_\_\_\_

**INSTRUCTIONS TO SRF LOAN RECIPIENTS**

The SRF Loan Recipient's Authorized Representative must clearly indicate the Contractor's MBE/WBE participation results by placing a check in the appropriate box below. The remainder of the form must be completed if MBE/WBE participation was obtained. The form must be signed and dated and returned to Dr. Bagher Sami of the Administrative Section of the SRF Loan Program. The completed Form must be accompanied by copies of the certified letters sent from the selected Bidder to a minimum of 10 qualified MBE/WBE potential subcontractors, suppliers, and/or equipment vendors, and copies of the corresponding return mail receipts. The SRF Loan Program must be notified of any changes, additions, or deletions to the contract during construction.

☐ **No MBE/WBE participation was obtained for this SRF-funded project.** I certify that a good-faith effort was made to solicit MBE/WBE participation in accordance with the four affirmative steps outlined in the SRF Loan Program's Requirements for Solicitation and Documentation Of Minority and Women's Business Enterprises Participation on SRF-Funded Projects. A letter documenting that a good-faith effort was made to secure MBE/WBE participation has been provided to the SRF Loan Program.

I. OR

☐ **MBE/WBE participation was obtained for this SRF-funded project.** I certify that the MBE/WBE firms participating in this SRF-funded project are qualified in accordance with the SRF Loan Program's Requirements for Solicitation and Documentation Of Minority and Women's Business Enterprises Participation on SRF-Funded Projects. Below is a listing of firms to be utilized and the amounts of their respective participation.

1. **MBE/WBE Sub-contractor, Vendor, or Supplier's Name:** \_\_\_\_\_

**Address:** \_\_\_\_\_

**Sub-contract Amount:** \$ \_\_\_\_\_ **MBE** \_\_\_\_ **WBE** \_\_\_\_ **% of Contract \$:** \_\_\_\_ %

2. **MBE/WBE Sub-contractor, Vendor, or Supplier's Name:** \_\_\_\_\_

**Address:** \_\_\_\_\_

**Sub-contract Amount:** \$ \_\_\_\_\_ **MBE** \_\_\_\_ **WBE** \_\_\_\_ **% of Contract \$:** \_\_\_\_ %

3. **MBE/WBE Sub-contractor, Vendor, or Supplier's Name:** \_\_\_\_\_

**Address:** \_\_\_\_\_

**Sub-contract Amount:** \$ \_\_\_\_\_ **MBE** \_\_\_\_ **WBE** \_\_\_\_ **% of Contract \$:** \_\_\_\_ %

4. **MBE/WBE Sub-contractor, Vendor, or Supplier's Name:** \_\_\_\_\_

**Address:** \_\_\_\_\_

**Sub-contract Amount:** \$ \_\_\_\_\_ **MBE** \_\_\_\_ **WBE** \_\_\_\_ **% of Contract \$:** \_\_\_\_ %

**PARTICIPATION SUMMARY**

**Total SRF Loan Amount:** \$ \_\_\_\_\_ **Total Construction Contract Amount:** \$ \_\_\_\_\_

**Total MBE Participation:** \$ \_\_\_\_\_ **Total WBE Participation:** \$ \_\_\_\_\_

\_\_\_\_\_  
Signature and Title of SRF Loan Recipient's Authorized Representative Date